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DIVISION OF ADMINISTRATION

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**ISIS Memorandum 06-039**

To: ISIS Travel Administrators

Subject: New Travel Expenditure Detail Report in ISIS Travel System

A new travel report, Travel Expenditure Detail Report, is now available in the ISIS Travel System accessible through LEO. The Travel Expenditure Detail Report lists the traveler's name, personnel number, trip number and the accounting distribution by posting date. Agencies can use this report to balance travel expenditures in AFS.

Questions should be directed to the ISIS Travel Help Desk at (225) 342-6694.

PC/luh